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APPENDIX B

**COMMUNITY NOTIFICATION PLAN
REMEDIAL INVESTIGATION/FEASIBILITY STUDY
CARDINGTON ROAD LANDFILL SITE
(also known as Sanitary Landfill Co. Site)
Moraine, Ohio**

Prepared For:

**CARDINGTON ROAD LANDFILL
DAYTON, OHIO**

Prepared By:

**HART ENGINEERS MIDWEST, INC.
PENN CENTER WEST III, SUITE 106
PITTSBURGH, PENNSYLVANIA 15276**

OCTOBER 1990

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1.0 INTRODUCTION

As part of the Remedial Investigation/Feasibility Study (RI/FS) Work Plan for the Cardington Road Landfill Site, intrusive borings are to be completed within the landfill in an attempt to assess the presence and levels of leachate in the waste, to further determine the nature of the waste materials, and to confirm the depth of the landfill.

Data generated during the previously completed portions of the Remedial Investigation indicate that various hazardous organic gases are present in the landfill. The potential exists for explosions, fires, or uncontrolled releases of hazardous gases to occur during completion of intrusive activities into the landfill. Based upon the generated data, extra precautions need to be taken to protect human health and the environment. These precautions may require assistance from outside emergency agencies and potential evacuation of off-site persons.

Emergency response may require assistance from outside emergency agencies, therefore, HART has prepared the following Community Notification Plan (CNP) that integrates with existing emergency response plans developed for the community. This CNP outlines procedures for notification of appropriate agencies, immediate response actions, and recordkeeping and reporting of such incidents. A copy of the Intrusive Drilling Investigation Work Plan, Health and Safety Plan, and CNP will be provided to the Moraine and Kettering police and fire departments and the hospital emergency rooms prior to start-up. As deemed necessary, the police and fire departments may subsequently distribute the plans to other community facilities near the site, such as schools, nursing homes, and day care centers where extra precautions or actions may be necessary during an emergency response. Police, fire, and emergency room personnel will be informed and kept up-to-date of the project activities and completion schedule by site personnel.

1.1 Emergency Coordinator Responsibilities

The HART Site Task Manager is designated to serve as the Site Emergency Coordinator during completion of the Intrusive Drilling Investigation. An alternative HART employee will also be designated to serve as a substitute in situations where the primary Site Emergency Coordinator is unavailable. The Site Emergency Coordinator or designee must be on-site at all times.

1.1.1 On-site Responsibilities

The responsibilities of the Site Emergency Coordinator, or the designee, include:

1. Assessing the situation and determining whether an emergency exists (which requires implementing the CNP).
2. Notifying outside emergency services (fire, police, regional hazardous response team, hospitals, client contact, HART Project Manager, and HART Corporate Health and Safety Officer), as necessary.
3. Maintaining a list of key response personnel including all after hours telephone numbers for response groups which may be involved.
4. Establishing specific locations of wind direction indicators on-site.

1.1.2 Reporting and Recordkeeping

The Site Emergency Coordinator is responsible for all notifications and reports as required:

- o National Response Center
- o OEPA
- o USEPA
- o Department of Transportation
- o U.S. Coast Guard, if necessary
- o HART Project Manager

- o HART Corporate Health and Safety Director
- o City of Kettering
- o City of Moraine
- o Cardington Road Coalition

1.2 Notification and Immediate Action

In the event that any situation occurs which requires the assistance of outside response personnel, as determined by the Site Emergency Coordinator and the Site Health and Safety Officer, the City of Moraine Fire Department (MFD) will be contacted. The MFD can be accessed by telephone using the 911 emergency number or at (513) 298-7424. The telephone listings and contact persons for the MFD and other emergency agencies which may subsequently be required are presented on Table 1-1. The Site Emergency Coordinator or designee will accurately define the nature of the incident and specify all available information from the monitoring equipment that indicate the level of the incident.

As the Agency with jurisdiction at the site, the MFD is the initial point of contact during an incident. Assistance from other Agencies, as needed, will be activated through the initial contact with the MFD. The MFD will perform an on-site assessment of the situation to determine if the personnel and equipment immediately available to them will suffice in neutralizing the situation or if additional equipment and personnel are needed. The sequence for contact between the local emergency response units is presented in the Miami Valley Emergency Management Authority Notification Sequence included in Attachment A. In addition, a copy of the Disaster Plan for the City of Moraine is attached for reference in Attachment B. If the MFD is not capable of properly handling the emergency, they will proceed to contact other response units for assistance, such as the City of Dayton Fire Department (DFD) or the City of Kettering Fire Department (KFD). The local community response organizations classify incidents by a level of response - Title I, II, and III, with Level III incidents requiring the highest level of response. The notification sequence for each level of incident is specified in Attachment A.

TABLE 1 - 1

EMERGENCY CONTACTS
CARDINGTON ROAD LANDFILL SITE
MORaine, OHIO

<u>AGENCY</u>	<u>TELEPHONE NO.</u>	<u>CONTACT</u>
City of Moraine Fire Department	911 or (513) 298-7424	Lt. Winters
City of Moraine Police Department	911 or (513) 298-7424	
City of Kettering Fire Department	(513) 293-2151	Dispatcher
City of Dayton Fire Department Hazardous Materials	911 or (513) 443-4503	Emergency Coordinator: Chief Ray Hughes
Kettering Memorial Hospital	(513) 296-7259	
Miami Valley Hospital	(513) 220-2444	
Miami Valley Emergency Management Authority - Regional Hazardous Response Team	(513) 252-4212	Haz/Mat Coordinator: Mr. Steve Scovil MVEMA Director: Mr. Ed Kovar
Chemtrec	(800) 424-9300	24-hour hotline
National Response Center	(800) 424-8802	
Poison Control Center	(800) 822-9761	
HART Corporate Health and Safety Supervisor (CHSS)	(415) 521-5200	Lindene Wade
HART Project Manager	(412) 787-7144 work (412) 244-9557 home	Linda S. Paul
HART Site Task Manager/ Site Command Post	(513) 293-8230	
CRC Project Coordinator	(800) 262-0293 (313) 464-0805 home	Joseph Heimbuch
CRC Chairman	(513) 228-1225 work (513) 294-4507 home	Steve Stanley

If the MFD determines that response is needed by the Regional Hazardous Response Team or the Regional Hazardous/Material Team, the MFD will contact the DFD. The DFD will respond to the MFD request by contacting various appropriate agencies (Attachment A) and the coordinator of the Regional Hazardous Response Team, or Hazardous/Material (Haz/Mat) Team. The Haz/Mat Team is composed of a core unit of specially trained fire department personnel from the Dayton Fire Department supplemented by liaison units from various municipalities and townships in Montgomery and Greene Counties.

The activities of the relief agencies, if needed, are coordinated by the Miami Valley Emergency Management Authority (MVEMA). In addition, MVEMA will notify the appropriate public agencies depending upon the magnitude of the situation (see Notification Sequences in Attachment A). The MVEMA can also activate the use of heavy equipment and personnel for clean-up activities through mutual aid agreements. If additional support is required, the National Response Center and subsequently USEPA and the U.S. Coast Guard will be contacted.

Additional information on constituents which are believed to have been released may be provided through contact with Chemtrec. Chemtrec is a 24-hour hotline supported by the chemical industry to provide information on individual chemicals and potential hazards associated with specific compounds or compound mixtures and appropriate handling methods.

Due to the proximity of the boundary of the City of Kettering and residences/businesses in Kettering to the Site, an additional contact will be made to the KFD by HART after the MFD is contacted. The KFD dispatcher will be contacted at (513) 293-2151. The KFD will mobilize to the Site to assess the nature of the emergency and the needed coordination with the MFD. The KFD will provide a dual role: 1) take action to protect the citizens of Kettering; and, 2) provide mutual aid to the MFD, if requested. The City of Kettering has developed a site-specific response plan to address the potential for incidents to

occur at the Site. The Kettering Neighborhood Notification Plan is included as Attachment C to this CNP and outlines personal protection techniques, evacuation procedures, target occupancies for evacuation, treatments for injuries, methods to notify the community, and coordination activities between the KFD/MFD/on-site field personnel prior to drilling.

On-site field personnel will provide information to the MFD and KFD from which decisions to implement actions to protect on-site personnel and the community can be based. Decisions to evacuate residents and businesses near the site or to take other precautionary measures for off-site persons will be made by representatives of the affected municipality. As stated above, the City of Kettering has outlined evacuation procedures in Attachment C. Additionally, if an evacuation of off-site persons is deemed necessary based on the evaluation of site conditions, MVEMA may contact the following agencies:

- o Red Cross (notify hospitals, schools, nursing homes, day care centers)
- o Other facilities
- o Bordering County(ies)
- o Public Information Office

In the instance of a larger scale emergency, additional agencies may also be contacted as indicated in Attachment A, Notification Sequences.

To provide additional information to the public, the Cardington Road Coalition (CRC) will establish and maintain a daily updated telephone hotline. The daily hotline message will provide information to interested parties on the activities in-progress at the site and the projected activities for the following day.

1.3 Specific Notification Procedures

In conjunction between the USEPA, OEPA, the local communities, and HART, general action levels have been defined to initiate contacts to the community response units and indicate that further response by these units may be needed. In general, these action levels have been established at conservative or low levels consistent with suggestions by the USEPA and OEPA so that proper response or preparation can be taken before a major event occurs. Once the drilling activities are underway and further information can be collected regarding the levels of emissions during drilling and the effects of short-term venting or other on-site control techniques, these levels may be modified. Any planned modification to these action levels will be discussed with the USEPA, OEPA, and local response units prior to implementation.

Various types of monitoring equipment will be used to collect data on the potential emission/release of gases from the borehole. These readings will be compared against the suggested action levels to determine if further action is needed. The primary source of the readings will be collected at the drilling site in the breathing zone of the workers at the drilling site (several feet from the borehole) and at the borehole. Readings will be taken at the drilling site, continuously. In addition, monitoring instruments will be used to collect readings at the perimeter of the site to determine if gases may be migrating off-site. The perimeter readings will be collected in the down-wind direction from the borehole and along the site perimeter near the residences/businesses along Lance Drive.

Recorded levels of landfill gases which will trigger notification to the MFD include:

- o Combustible Gas Indicator readings of 25% LEL or greater in the breathing zone at the borehole. When the LEL exceeds 10% in the breathing zone near the borehole, air moving equipment such as large exhaust fans, air blowers, or leaf blowers will be activated to disperse volatile/explosive gases from the work area if appropriately sized equipment can be obtained, used effectively, and not represent a source of ignition in the exclusion zone;

- o OVA/HNu readings exceeding 500 ppm in the breathing zone at the borehole. When the OVA/HNu levels exceed 5 ppm in the breathing zone, air moving equipment will be activated as appropriate;
- o Readings of the specifically monitored compounds at or over the TLV-STEL at the site boundary; and,
- o Other conditions observed by the Site Health and Safety Officer, as appropriate.

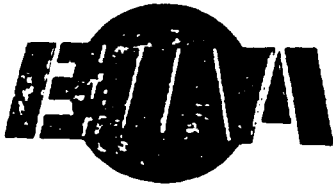
Recorded levels of landfill gases which will trigger notification to the KFD include:

- o Combustible Gas Indicator readings of 25% LEL or greater at the site boundary;
- o OVA/HNu readings exceeding 500 ppm in the breathing zone near the borehole;
- o Readings of the specifically monitored compounds at the site boundary in excess of the TLV-STEL; and,
- o Other conditions observed by the Site Health and Safety Officer, as appropriate.

The actual routes of evacuation for on-site personnel are outlined in the Health and Safety Plan (HSP) and will be modified accordingly to address specific drilling locations and wind conditions. Actual routes of evacuation for off-site persons will be coordinated through the local municipal emergency response units as indicated in Attachments A and C, respectively.

A T T A C H M E N T A

**MIAMI VALLEY EMERGENCY MANAGEMENT AUTHORITY
NOTIFICATION SEQUENCES**



MIAMI VALLEY EMERGENCY MANAGEMENT AUTHORITY
732 WATERVLIET AVENUE
DAYTON, OHIO 45420
(513) 252-4212

EDWIN R. KOVAR
EXECUTIVE DIRECTOR

December 14, 1988

To: Sgt. R. Elsner, MCSO
From: E. Kovar, MVEMA *EK*
Subject: Haz/Mat Response Notification Procedures

As per your request, I have noted the procedures, with appropriate telephone numbers, for notification of a hazardous materials incident. The procedures differ, depending if the incident is at a Title III facility or elsewhere.

TITLE III INCIDENT

The dispatcher receiving the call should first determine if the local fire department has been contacted. If it has not, a call should immediately be placed to the fire department in the jurisdiction of the affected facility.

Basic information should then be obtained as per the attached Incident Information Summary and forwarded to the fire department.

The notification procedure is as follows:

Contact the Community Emergency Coordinator (Dayton District Chief Ray Hughes) regular working hours at 443-4503 or the Dayton Fire Dispatch and have them page "Chief 3".

THEN

Contact the Haz/Mat Coordinator at MVEMA thru the direct line or at 252-4212. Nights and holidays, page the Coordinator (Steve Scovil) thru the County Centrex System (225-4321) his code is #500.

NOTE: If the Haz/Mat Coordinator is out of town, the MVEMA Director (Ed Kovar) can be contacted at the office, residence (837-2874), paged thru the MCSO paging system or on "A" channel #501.

NON-TITLE III HAZ/MAT INCIDENT

In the event MCSO is contacted with notification of a non-title III incident, the fire department in the jurisdiction of the accident should be notified.

Sgt. R. Elsner
December 14, 1988
Page Two

It is not necessary, but would be valuable if as much information as possible be obtained from the caller as per the Incident Information Summary Sheet.

If time permits the MVEMA Director would like to be notified.

Please contact me if you have any questions concerning these procedures.

Thanks.

INCIDENT INFORMATION SUMMARY FOR HAZARDOUS MATERIALS

Date: _____ Time: _____ Person Receiving Call: _____

Person Calling In: _____ Telephone Number at Location: _____

Location of Incident: _____

Nearby Population: _____

Nature of Incident (eg., leak, explosion, spill, derailment, fire etc.,): _____

Time of Release: _____

Medical Emergency Information: Number of Dead _____ Number of Injured _____

Name of Material(s) Released; If Known: _____

Manifest/Shipping Label: _____

Shipping/Manufacturing I.D. #: _____

Container Type (eg., trailer, tank car, etc.): _____

Railcar/Truck 4-Digit I.D. #: _____

Placard/Label Information: _____

Characteristics (eg., color, smell, if detectable): _____

Present Physical State (eg., gas, solid, liquid): _____

Estimate Amount of Material Released: _____

Total Amount That May Be Released: _____

Any Other Hazardous Materials In Area: _____

Does It Appear That This Material Is/Will Enter The Atmosphere, Streams, Ditches, Sewers or Soil: _____

Vapor Clouds or Plumes: _____ Direction: _____

Height: _____ Color: _____ Odor: _____

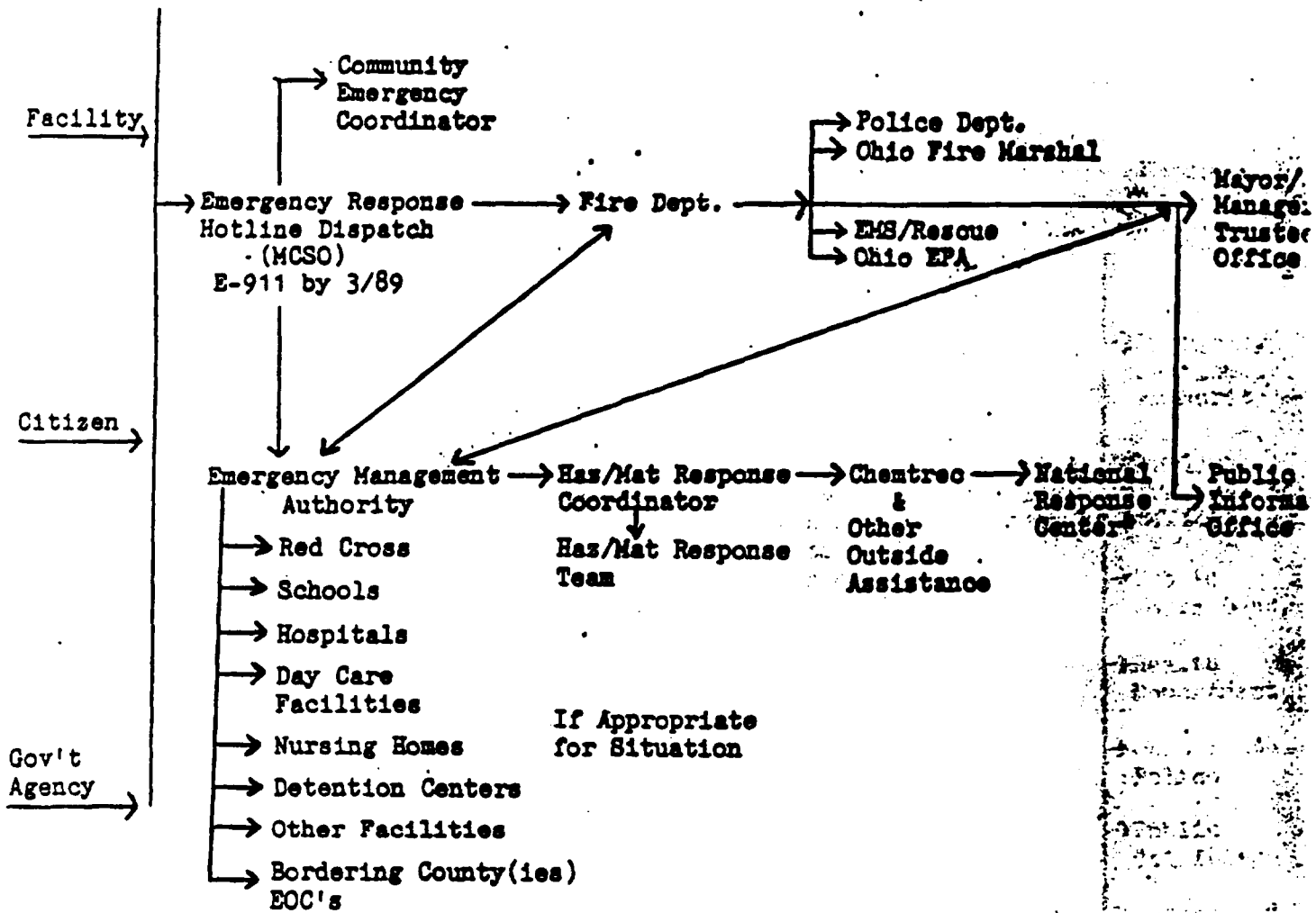
Wind Direction _____ Approximate Speed: _____

Local Terrain Conditions: _____

What Personnel At Scene (eg., Police, Fire, EMS): _____

Notification of E.P.A. or Other Agencies: _____

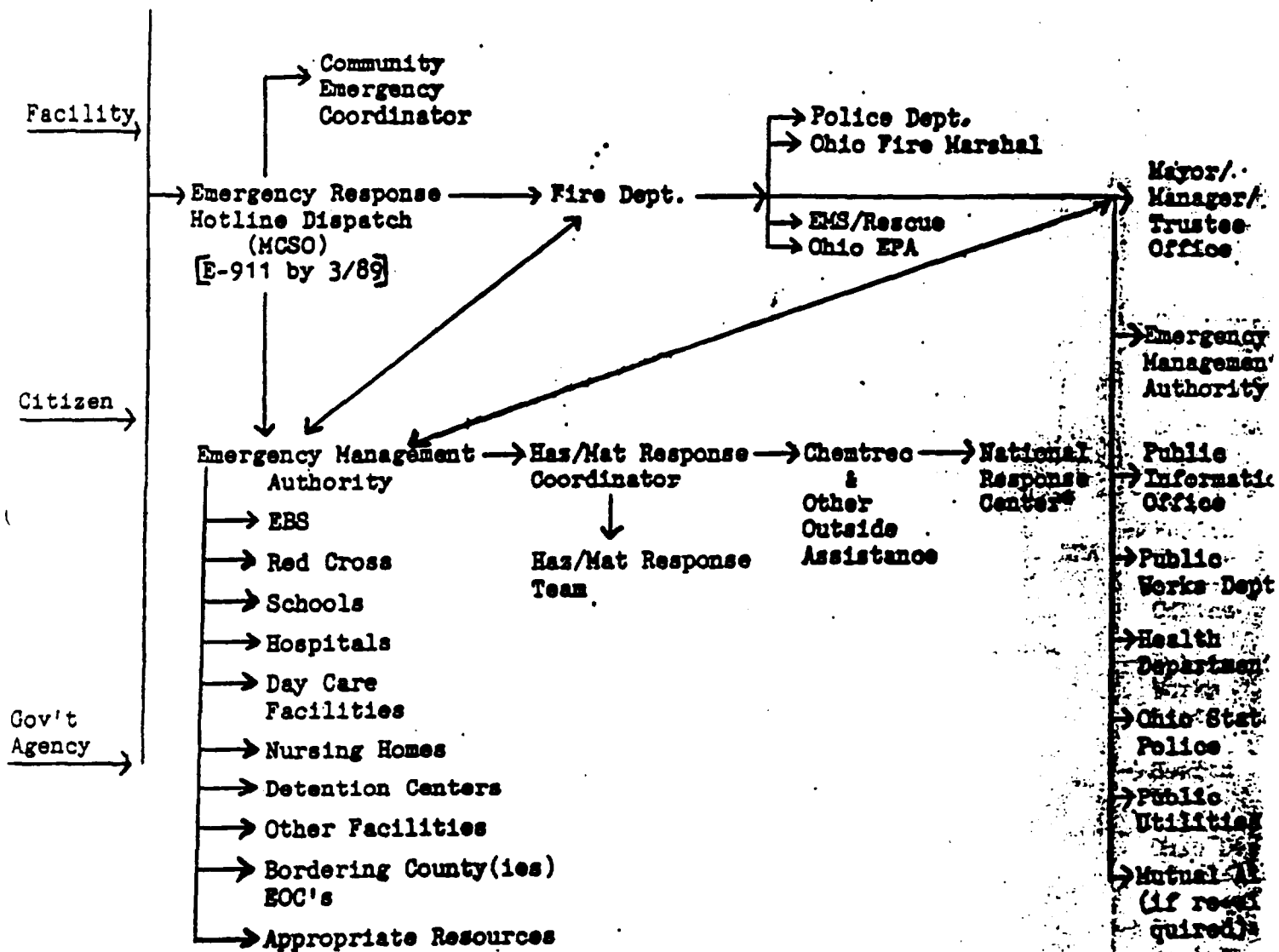
LEVEL I NOTIFICATION SEQUENCE



*As required by law based on incident

PRIMARY: Telephone/Hotline
 BACKUP: Radio or Cellular Phone

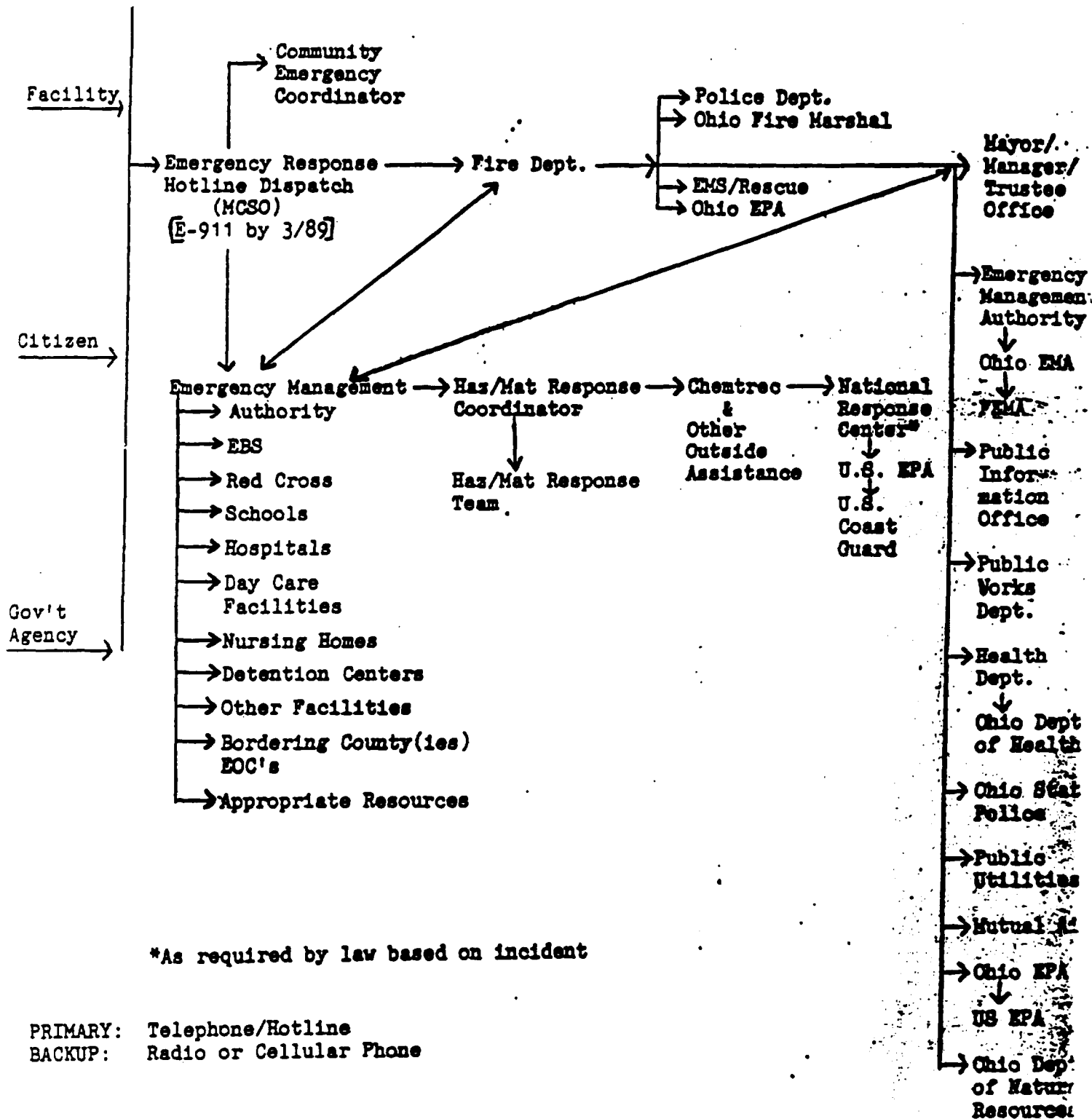
LEVEL II NOTIFICATION SEQUENCE



*As required by law based on incident

PRIMARY: Telephone/Hotline
 BACKUP: Radio or Cellular Phone

LEVEL III NOTIFICATION SEQUENCE



A T T A C H M E N T B
DISASTER PLAN FOR CITY OF MORaine

DISASTER PLAN

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Article I
Disaster Plan Introduction
City of Moraine

The plan for the City of Moraine consists of general guidelines to follow in the event of a disaster. It does not purport to be a specific set of precise rules that covers every situation. Judgement in the field, at the command center or other influence may mandate changes or adjustments to the plan and it should be noted that orders or directives given during the disaster by the disaster coordinator will be adhered to regardless of the plan.

More often than not the plan will be used, in part, as an information guide or resource and rarely implemented totally. Although disaster is described later in the Plan, this plan will not supercede departmental rules and regulations where "minor" disasters are handled thru mutual aid; i.e. major fire, where mutual aid is requested but the need to utilize all phases of the plan is useless.

Article II
Objectives

- a. To establish well coordinated and practical long range plan for handling emergencies in the City of Moraine.
- b. To build public confidence in, and understanding, of, how to cooperate with established industrial and utility emergency procedures.
- c. To insure cooperation with municipal, county, federal and state agencies to the same extent that the public may be involved or affected by emergencies.
- d. To establish an organization of utilities in order to facilitate cooperative action to any degree in event of an all-out emergency, conflagration, sabotage or enemy action.
- e. To set the stage for evaluation of potential emergencies and appraisal of the adequacy of available materials and manpower to cope with foreseeable emergencies.
- f. To improve techniques and facilities for emergency control through application of available manpower and facilities more effectively and supplementing protection within practical limitations.
- g. To cooperate fully with national efforts to safeguard industrial plants and their utilities in order to insure continuity of production in peace and war.

Article III Disaster Situations

I. What is a Disaster Situation?

a. Natural Event

- 1. Flood**
- 2. Tornado**
- 3. Major Fire**

b. Man Made Event

- 1. Major strike, riot, civil disorder.**
- 2. Chemical or radioactive material spill.**
- 3. Train derailment carrying dangerous substances.**
- 4. Major air crash.**
- 5. Any other man made or natural event that may endanger large numbers of citizens, affect a large area, and will require a large number of police officers to contain the area.**

Article IV Declaration and Implementation

I. Declaration of a Disaster Situation

- a. The ranking police or fire supervisors may declare a disaster situation. They shall immediately notify the Chief of their department who will in turn notify the City Manager. The City Manager, Mayor or in the Mayor's absence the Deputy Mayor also have the authority to declare a disaster.**

II. Implementation-Phase I

- a. The ranking supervisor declaring the disaster in the absence of the Chief of his department may call appropriate personnel needed immediately. If the situation mandates utilization of manpower, equipment or outside assistance (not covered by mutual aid) normally not accessible to the supervisor it may be necessary to implement Phase II.**

III. Implementation-Phase II

- b. The Chief of Police or Fire shall have the authority to take whatever action he feels necessary to prevent the further endangerment of life and property.**
- c. When in his judgement the Chief requires assistance not normally utilized by him he shall notify the Chief of the other department and the City Manager.**
- d. It shall be the Manager's prerogative to notify the Mayor and/or Council and his authority to fully or partially implement the plan.**
- e. If the plan is implemented the EOC staff shall be notified.**

Article V
Emergency Operations Center (EOC)

I. Locations

- a. Since all official actions and rulings will originate from the Emergency Operations Center, its locations must be, away from the disaster area, so as to eliminate unnecessary traffic and confusion. The Primary EOC is located at the Municipal Building, 4200 Dryden Road. This EOC has emergency power and communication office.
- b. The Secondary EOC is located at Fire Station #4, 3333 Pinnacle Park Drive. This EOC has emergency power and communications.
- c. The EOC staff personnel will report to the operations center as soon as notification is made and wait for assignment. The goal for post disaster recovery is to get back to normal operating as quickly as possible. For this to be possible, 100% cooperation is needed.
- d. The Emergency Operations Center Primary Staff is as follows: City Manager, Police Chief, Fire Chief, Street Department Superintendent, Building Inspector and Mayor.

II. EOC Staff-Primary

If a disaster is to be the extent of 24 hour manpower operation is necessary, duties shall be divided into 12 hour shifts.

1. City Manager
2. Police Chief
3. Fire Chief
4. Street Superintendant
5. Engineer ~~BUILDING INSPECTOR~~
6. Mayor
7. Deputy Mayor

III. EOC Staff-Secondary

The need for additional assistance, phones, secretarial, typing, planning, record keeping or other function may become necessary. If required the disaster coordinator will have the authority to utilize these people:

1. Finance Director
2. Deputy Finance Director
3. Tax Administrator
4. Clerk of Courts
5. Planner
6. Clerk of Council
7. Director of Parks and Recreation
8. Assistant Parks and Recreation Director

Article VI Communications

I. The Role of the Communications Center

- a. In a disaster situation communications will play the key role in coordination of all rescue, fire fighting, and security operations. Without proper communications there will be no organized response to the disaster. Confusion and time loss may cost lives.
- b. Communications Center will be responsible for the following:
 1. All incoming and outgoing telephone communications.
 2. All Police and local government radio communications.
 3. All Fire and Rescue radio communications.
 4. Monitor Police Intercity radio.
 5. Monitor any radio frequency of mutual aid agencies who have been called to assist.
 6. Handle persons coming on post either seeking of offering help.

II. Communications Location

- a. Primary location, Municipal Building.
- b. Secondary Location, Fire Station #4.

III. As soon as the shift supervision has been notified that a disaster has occurred they shall see that the dispatch center is staffed properly. Utilization of fire personnel for short term assistance will be made available. For prolonged needs a police dispatcher will be assigned from the EOC.

IV. The Miami Valley Disaster Services Authority makes its communications van available and will be in close proximity with the EOC. Citizens band and ham radio units are installed in the van along with major police and fire frequencies. CB and ham volunteers can be assigned to assist a coordinator for contact with the EOC. However, it is a must to point out that these volunteers are not decision makers, only radio operators.

Both EOC's have fire and police radios.

Article VII News Media

- a. All news releases will be disseminated to the media via the Coordinator and no other person will be authorized to give the media any release unless specifically authorized by the coordinator.
- b. The Coordinator shall make every effort to keep the media apprised of the situation and to seek their cooperation with public information releases. They can be a valuable tool in a disaster.
- c. At the scene of the disaster the OIC will make every effort to allow the media to cover the scene, however, at no time will the media hamper the operation or cause endangerment to themselves or others.
- d. See Emergency Phone Numbers for listings of local media.

Article VIII Equipment-City

- I. The following is a list of major equipment available to the OIC and Coordinator and the normal assignment of the equipment:

1. Fire Department
2. Street Department
3. Police Department
4. Parks and Recreation Department
5. Administration

<u>Department</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
Passenger	8			4	
Pick Ups		5		1	1
Back Hoes		2			
Dump Trucks		5			
Small Dump Truck		1			
Tractor (Mower)		2			
Sweeper		1			
Four Wheel Scout		1			
Shovels, Picks, etc		Yes		Yes	
Extension Cords	Yes	Yes	Yes	Yes	Yes
Portable PA			1	1	
Water Jugs				2-3 gal.	
Sheets				50	
Tents				3	
Toilet Paper				Yes	Yes

Department**1 2 3 4 5**

Ambulances

1

Paramedic Units

2

Marked Cruisers

11

Fire Trucks

see list

Utility Trucks

1*

1

Foam Truck

1

Motorcycle

1

Rescue Boats

2

Foam Vehicle

1

Generators

1

1-2,000

1-750

Portable Pumps

Yes

Chain Saw

1

2

Rescue Saw

2

Hurst Tool

1

Misc. Equipment

Many

Air Compressor

1

Lifts, Hoist, Pulls

Yes

Lengths of Hose

Various*

Rope

2,000 Ft.

Portable Pond

2,100 Gal.

Tarpaulins

Yes

Non-Sparking Tools

Set

Explosion Meter

1

Fire Trucks

1968 Mack 1,000 Gal. Per Min-500 Gal. Water

1973 Mack 1,000 Gal. Per Min-500 Gal. Water

1976 FTI 1,000 Gal. Per Min -1,000 Gal. Water

1980 E 1 1,500 Gal. Per Min-500 Gal. Water

1967 Ford 500 Gal. Per Min-200 Gal. Water

1968 G.M.C. 750 Gal. Per Min

1985 Pierce 1500 Gal. Per Min. 500 gal. Water

*Lights and air @1,000 CF of 5,000 PSI-Generator 6,000 and wench

*Lengths and sizes for above ground water distribution

**Article IX
Equipment-Other**

- I. The following is a list of major equipment available to the OIC and Coordinator from local businesses location and availability fluctuates. This is not intended to be a complete list of equipment or businesses that have equipment.

1. Broadway Sand and Gravel
2. Coronett Trucking
3. A. E. Flickert Company
4. Moraine Materials
5. Dayton Bobcat
6. Miami Industrial Trucks

<u>Company</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
Dump Trucks	2*	50*	2	20*		
Pick Up Trucks	2*	7*	12	5*		4
Chain Saws		5	4	2		
Generators	1	4	4	4		
Fork Lifts		1				20
Bull Dozers	1	2		2		
Loaders Misc.	4	3	1	4	5	
Station Wagons			1	1		1
Lowboys	1	1	1			2
Graders	1			2		
Portable Pumps	4		3	2		
Portable Welder	2	4	2	2		
Shoring Equipment			Yes	Yes		
Cherry Pickers					4	
Snow Mobiles			5			
Misc. Equipment						
Tractor-Trailers						

* Indicates Radio Equipped

Article X
In House-Primary

Primary

Phone Numbers

- | | |
|--|-------------------------------|
| 1. City Manager | 859-3516 or 290-9800 (beeper) |
| 2. Safety Director | 435-9962 |
| 3. Fire Chief | 263-2792 |
| 4. Street Superintendent | 859-7190 |
| 5. Engineer BUILDING INSPECTOR | 859-4529 848-41591 |
| 6. Mayor | 859-4528 |
| 7. Deputy Mayor | 298-7810 |

In House-Secondary

Secondary

Phone Numbers

- | | |
|-------------------------------|------------------------------|
| 1. Finance Director | 294-4927 |
| 2. Deputy Finance Director | 866-9787 |
| 3. Tax Administrator | 293-7361 |
| 4. Clerk of Courts | 298-5899 |
| 5. Clerk of Council | 859-3962 249-0679 |
| 6. Director of Parks and Rec. | 293-3746 |
| 7. Ass't Director of Parks | 293-1486 |
| 8. Planner | 435-1034 |
| 9. Law Director | 298-0032 |

Administration

Phone Numbers

- | | |
|-------------------|---------------------------------------|
| 1. Allen, Bob | 268-9123 290-9123 (Beeper) |
| 2. Cochran, Shawn | 434-9200 |

Fire Department Officers

Phone Numbers

- | | |
|----------------------------------|----------|
| 1. Chambers, Clarence | 859-4209 |
| 2. Chambers, Robert | 263-0992 |
| 3. Gordon, William | 859-5909 |
| 4. Kirby, Stephen | 293-6509 |
| 5. Sigler, Harold | 263-2792 |
| 6. Winters, Larry | 263-5830 |

Fire Department Full Time Personnel

Phone Numbers

- | | |
|-------------------------------|----------|
| 1. Anson, Joseph | 268-6134 |
| 2. Devore, Michael | 268-0523 |
| 3. Heresik, Joseph | 299-1588 |
| 4. Keyes, Daniel | 299-9708 |
| 5. Sinewe, Phillip | 294-4219 |
| 6. Smith, Garry | 263-8790 |
| 7. Trick, Anthony | 253-0647 |
| 8. Wilson, Johnney | 296-0358 |
| 9. Yoders, David | 262-8184 |

*Audio Kerry
Baumgaertner Doug
Cambell, Rick
Cooper, Dave*

Fire Department Part Time Personnel**Phone Numbers**

1.	Anderkin, Gary	299-8501
2.	Bach, Jeff	293-9206
3.	Bennit, Daniel	263-0648
4.	Berger, Douglas	294-6138
5.	Burns, Rick	268-3062
6.	Burge, Timothy	859-3776
7.	Craig, Jennifer	859-3776
8.	Cunnagin, Timothy	268-7194
9.	Dalton, Larry	
10.	Gabbar, Jeff	263-4445
11.	Gambrell, Bob	268-5441
12.	Gordon, Stephen	
13.	Gress, Winston	268-3062
14.	Hensley, John	859-4423
15.	Herring, Gerald	859-3226
16.	Hewitt, William	268-7784
17.	Holbrook, Keith	859-4727
18.	Howard, Chuck	294-1277
19.	Kidd, Billy	299-0735
20.	Matheney, Roger	859-0605
21.	Murawski, Matt	294-7325
22.	Murawski, Sharron	294-7325
23.	Powers, Arthur	859-4180
24.	Quillen, Michael	
25.	Smith, Tom	298-7059
26.	Sorah, Robert	294-1167
27.	Waddell, Jerry	299-1201
28.	Wampler, Dale	299-5757
29.	Warner, Randy	859-3086
30.	Wax, John	268-3062
31.	Webb, Larry	293-9189

Natatorium Personnel Directors**Phone Numbers**

1.	Steve Trick	438-1106
	Murphy, Robin	
2.	Sucher, Greg	433-6212
	Anita Albert	

Natatorium Part Time Personnel**Phone Numbers**

1.	Albert, Anita	293-6929
2.	Breitenstein, Mike	299-9261
3.	DiSalvo, Mary Lou	433-4846
4.	Fitzgibbons, Mike	439-1787
5.	Heit, Marth	461-9523
6.	Kuske, Lisa	426-6137
8.	Pigman, Ralph	No Phone
9.	Sutter, Arlin	256-9800
10.	Trick, Steve	890-2539
11.	Zengel, George	433-1545

Civic Center Full Time Personnel**Phone Numbers**

-
- | | | |
|----|------------------------|---------------------|
| 1. | Cooper, Dan | 292-1486 |
| 2. | Miller, Dave | 293-3746 |
| 3. | Smith, Martha | 298-7059 |

Civic Center Part Time Personnel**Phone Numbers**

- | | | |
|-----|-----------------|----------|
| 1. | Clark, Tim | 298-9757 |
| 2. | Collins, Tom | 865-5870 |
| 3. | Hageman, Cindy | 435-3146 |
| 4. | Kidd, Teresa | 299-0735 |
| 5. | Kitson, Joyce | 293-2944 |
| 6. | Martin, Beck | 263-2912 |
| 7. | McQueen, Leanne | 298-1840 |
| 8. | Peck, Lynn | 859-3490 |
| 9. | Shaffer, Debbie | 228-6514 |
| 10. | Wilson, Carol | 296-0358 |

Police Department Full Time Personnel**Phone Numbers**

- | | | |
|-----|-------------------------|---------------------|
| 1. | Adkins, Dennis | 262-8104 |
| 2. | Alder, John | 866-5178 |
| 3. | Alexander, Larry | 859-1968 |
| 4. | Arnold, J.J. | 298-1693 |
| 5. | Atchison, James | 268-5569 |
| 6. | Beardsley, Paul | 263-2589 |
| 7. | Brun, John | 298-0332 |
| 8. | Campbell, Jerome | 263-8624 |
| 9. | Chambers, Lyle | 293-4153 |
| 10. | Collins, Diane | 866-8984 |
| 11. | Craig, Ronald | 859-7717 |
| 12. | Dabbelt, Jack | 258-1793 |
| 13. | Direk, Patty | 426-6783 |
| 14. | Duerr, Nancy | 299-9317 |
| 15. | Elrod, Thomas | 268-2193 |
| 16. | Guffey, John | 1-855-3553 |
| 17. | Hanks, Glenn | 263-1274 |
| 18. | Harlow, Douglas | 283-2732 |
| 19. | Head, Billy | 1-778-9003 |
| 20. | Hicks, David | 298-6154 |
| 21. | Leach, Keith | 439-1511 |
| 22. | Morgann, Martha | 298-3830 |
| 23. | Mullins, Wilbur | 435-0201 |
| 24. | Petrenio, Wanda | 256-3670 |
| 25. | Schmidt, Robert | 866-1955 |
| 26. | Setty, John | 293-6380 |
| 27. | Wessendorf, Warren | 426-0903 |
| 28. | White, Allen | 222-0001 |
| 29. | Wynne, Joe | 298-7491 |
-

Police Department Part Time Personnel**Phone Numbers**

1. Frank, Janine

426-3896

**Street Department Personnel
Equipment Operator 3****Phone Numbers**

1. Anderkin, Bill
2. Denette, Clarence
3. Huff, Raymond
4. Johnson, Loyal

293-9816
859-5043
298-7766
859-6209

**Street Department Personnel
Equipment Operator 2****Phone Numbers**

1. Lawrence, Lanta
2. Quillen, Ray

294-9776
859-4974

**Street Department Personnel
Equipment Operator 1****Phone Numbers**

1. Humbert, Jack
2. Prunier, Dave
3. Quillen, Doug

435-3163
253-9453
866-5666

**Street Department Personnel
Laborer****Phone Numbers**

1. Caudill, Dan
2. Colvin, Gary
3. Farmer, Jack
4. Payne, Kenneth

1-932-7093
859-8859
254-4220
859-8859

**Street Department Personnel
Mechanic****Phone Numbers**

1. Estridge, Wayne
2. Howard, Woody
3. Powell, Bill

263-6103
298-4547
299-5663

Outside Emergency Aid

	<u>Police</u>	<u>Fire</u>	<u>Ambulance</u>
1. Centerville	433-7661	433-7644	same
2. Dayton	222-9511	224-9241	same
3. Jefferson Twp.	268-6861	268-3466	same
4. Kettering	296-2555	293-2151	same
5. Miamisburg	866-3344	866-3344	same
6. Miami Twp.	433-4400	433-4400	same
7. Oakwood	298-2122	293-2121	same
8. West Carrollton	859-3688	859-3643	same
9. WPAFB	257-6516	257-1117	257-3333

		<u>Phone Number</u>	<u>Contact</u>
1.	Bomb Disposal	DPD 449-1255	Sgt. Beardsly or Lt. Winters
	WPAPB	257-4536	
2.	Box 21	223-2821	
3.	Coroner	228-5164	
4.	County Engineer	225-4904	Supt. of Bldgs. or James Arnold
		268-1611	
5.	Disaster Services	252-4212	
6.	D.P.&L.	228-9500	
		222-5774	Helicopter
7.	EPA	225-4435	
	(Air Pollution)		
8.	EPA (Dispatch)	225-4474	
9.	FBI	222-7485	Helicopter
10.	Kettering Schools	296-7616 (office)	
		293-2146 (home)	
11.	Liquor Control	461-4679	
12.	Miami Valley Hos.	224-2273	Helicopter
13.	Mound Lab	865-3281	
14.	National Guard	256-2800	
		256-3813	
15.	Nuclear Reg.Comm.	1-312-932-2500	Helicopter
16.	Ohio Bell	1-800-572-4747	
17.	OSP	890-1111	
18.	Poison & Drugs	222-2227	
19.	Red Cross	222-6711	Helicopter
20.	RTA	226-1144	
		226-1333	
21.	Secret Service	222-2013	
22.	Sheriffs Office	225-4357	Helicopter
23.	St. John's Trans.	275-2223	
		274-2493 (home)	
24.	Suicide Prevent.	223-4777	
25.	United Way	225-3000	Helicopter
26.	Water Dept.	293-5261	
27.	WHIO Emergency	259-2111	
28.	W.C. Schools	435-0119 (home)	
		859-5121 (work)	

	<u>Hospitals</u>	<u>Phone Number</u>
1.	Ambulatory Care	435-6500
2.	Childrens Medical	226-8320
3.	Good Samaritan	278-2612
4.	Grandview	226-3200
5.	Kettering	298-4331
6.	Miami Valley	224-2273
7.	St. Elizabeth	229-6387
8.	Sycamore	296-7269

Radio and Television

1.	WHIO (Channel 7)	259-2111
2.	WKEF (Channel 22)	268-6800
3.	WDTN (Channel 2)	293-2101
4.	WAVI-WDAO	224-1137
5.	WBZI	426-2433
6.	WING	294-5858
7.	WDJX	429-9080
8.	WHIO	259-2111
9.	WONE	224-1501
10.	WPAFB	228-9174
11.	WTUE	224-1501

455-2534

445-5000

Mr.
Armmato
Ruger

Bill Cole
455-4464

Article XI Shelters

a. Short Term

1. Municipal Building-In the event of a disaster or temporary need of shelter, i.e. tornado warning procedure, the building shall be opened so that the public has access.
2. Fire Stations-Same as #1
3. Civic Center Same as #1

b. Long Term

1. Moraine Meadows School-See emergency numbers for contact day or night; Kettering School District.
2. Frank Nicholas-Same as #1; West Carrollton School District.
3. C. F. Holiday-Same as #2.
4. Churches If necessary to utilize churches see current emergency list in Communication Center.
5. Motels-Communication Center has phone numbers.
6. Other considerations for long term same as #4. Dixie Bowl, Capri Lanes, Natatorium, County Regional Water Building, etc.

**Article XII
Transportation**

- a. Injured-see list of available ambulances under emergency numbers.
- b. Injured-non serious where ambulances are being used or on stand-by for serious injuries only.
 - 1. City buses-2 capacity 17 each.
 - 2. RTA-Number is on emergency list.
 - 3. St. John-same as #2 (stores Moraine Buses).
 - 4. Miami Valley Hospital Helicopter same as #2.
 - 5. WHIO Helicopter same as #2.
 - 6. Car Dealers.

**Article XIII
Food and Water**

a.	<u>Food</u>	<u>Business Phone</u>	<u>Home Phone</u>
	1. Mc Donalds	293-3643	258-2962
	2. Kentucky Fried	293-3432	299-9067
	3. Churches Chicken	294-4597	866-2537
	4. Arbys	293-4331	252-4534
	5. Quality Food	294-1362	429-2391
	6. Holiday Inn	294-1471	836-4556
	7. Frisch's	293-1134	275-6679
b.	<u>Water Supplies</u>	<u>Business Phone</u>	<u>Home Phone</u>
	1. Brooks Water Srv.	252-1877	Same
	2. Crystal Water Co.	228-1189	Same
	3. Milk Marktg. Inc.	223-6273	227-4080
	4. Clearwater Haul.	1-897-4076	Same
	5. Donley Hauling	253-3920	Same
c.	<u>Food and Water</u>	<u>Business Phone</u>	
	1. American R. Cross	222-6711	
	2. Disaster Services	252-4212	

**Article XIV
Emergency Audio Override System (EAOS)**

- a. The EAOS is provided by the Continental Cablevision in order that emergency broadcast can be made to all homes connected to cable television, via Continental Cablevision. The system allows authorized personnel to access the audio portion when a clear and distinct danger exists.

It shall not be used for any other purpose! The testing for this system is the responsibility of the cities of Kettering, Miamisburg, Moraine, Oakwood, Centerville and West Carrollton and is not a part of this manual.

- b. The following is the procedure for making an announcement:**
 - 1. Dial 294-5619 (Use Touch Tone Phone Only)**
 - 2. Dial 321-* (Sign Key)**
 - 3. After about five (5) seconds push 5 and hold for five seconds. This will cause a tone alert on the television program. (No tone is heard over the telephone)**
 - 4. After releasing the five (5) key start your message. (A pre-printed message is advisable)**
 - 5. To disengage the system dial 321-# (Sign Key)**
 - 6. Misuse of this system is a Federal Offense.**

Article XV Warning System

- a. The warning system activator is located in the dispatch center.**
- b. Warning messages may be received from the Disaster Services, Montgomery County Sheriff, the Weather Network Frequency 146.64 or other services deemed to be reliable by the receiving unit.**
- c. The warning system in Moraine consists of five (5) outdoor sirens located at the following places:**
 - 1. Fire Station #1**
 - 2. Fire Station #2**
 - 3. Holman and Cloverlawn**
 - 4. Winwood and Pensacola**
 - 5. Pinnacle and Vance**
- d. Weather warnings are also installed in the Elementary Schools. Holiday and Nicholas are activated by the West Carrollton Dispatcher. Moraine Meadows is activated by the Kettering Fire Department.**
- e. The system is primarily designed for tornado warnings and civil defense and use for any other purpose should be carefully considered.**
- f. The day sergeant shall be responsible for testing the system on the first Monday of every month at 12:00 noon. He shall report any malfunction of equipment including the individual units to the Director of Public Safety.**
- g. See also Emergency Override System Section.**

Article XVI
Tornado Warning (Actual Spotting)

Since Tornado Warnings are a more common occurrence in our area than other dangerous situations it is the subject of this specific set of instructions.

Areas Except Montgomery County

- a. Upon notification of a tornado warning broadcast by the National Weather Service and/or the Sheriff's office for areas outside Montgomery County the dispatcher shall do as follows:
 1. Log all information. The dispatcher shall make every effort to ascertain the location of the touchdown, direction of travel, speed and severity.
 2. Notify the Police and Fire shift supervisor.
 3. Monitor the U.S. Weather Frequency 146.64.
- b. The fire department will send a unit to assist the dispatcher.

Areas Including Montgomery County

- a. Repeat steps a, b, and c above.
- b. Activate the disaster warning system (Alert tone).
- c. Activate fire department tone and make announcement.
- d. Broadcast all units same announcement.
- e. The police department shift supervisor will assign units to alert Cains, Hiway and Moraine Mobile Home Parks.
- f. The fire department will alert Gordons, Gem City, Aloha Mobile Home Parks and Hickory Creek.
- g. A unit from the fire department will be assigned to assist the dispatcher and assign spotters to strategic places.
- h. The fire department will mobilize at Station 1 unless told otherwise. Station 1 will be opened for public seeking safety. Other public buildings should be considered as a safety spot for Mobile Home dwellers especially.
- i. Fire personnel will monitor National and Home Weather Networks.
- j. The police supervisor will open the municipal building council chambers and committee of the whole rooms. If conditions warrant the basement (non locker and radio rooms) should be opened.
- k. The dispatcher will, as time permits, notify the following. The fire department will send a unit to assist the dispatcher in making contacts to below places. If any of the locations cannot be reached by telephone, notify the fire department.

Establishment

Phone Number

1.	Chevrolet Moraine	455 297-2535
2.	Delco Air	455 297-4740
3.	C. F. Holiday School	293-8461
4.	Moraine Meadows School	296-7797
5.	Cains Trailer Court	294-4649
6.	Hideaway Trail Court	299-4031
7.	Moraine Trail Court	299-7441
8.	Adult Activity Center	294-3016
9.	Dixie Office Center	299-7244
10.	L. M. Berry Company	296-2121
11.	N. C. R.	298-5481
12.	Elder Beerman Whse.	296-2700
13.	Hickory Creek Nursing	268-3488

- l. The police supervisor will assist the fire department with spotters if personnel is available.
- m. If after the initial alarm a tornado is signed in our city the dispatcher shall sound the sirens, set the fire tone and notify the police units of the danger.

**Article XVII
Tornado Watch (Conditions Right)**

- a. Tornado Watch-Outside of Montgomery County the dispatcher shall notify the officer in charge of the watch being in effect and the area effected. ie. Severe thunderstorms, large hail and high winds in the area of Richmond, Indiana, moving in a northeasterly course of 20 miles per hour. Conditions favorable to spawn a tornado. The officer in charge shall ready the station for the possible influx of people in case it turns into a warning instead of a watch. He shall then notify the Chief.
- b. Tornado Watch-Inside Montgomery County procedure is the same as Step 1 except that we will send a fireman down to assist with the dispatching and have spotters in three (3) areas.

**Article XVIII
Staging**

- a. Whenever a major disaster exists it is necessary to accumulate and disseminate large amounts of equipment and manpower, it is essential that areas be designated away from the actual scene of the disaster and to keep the EOC open and free of confusion for ingress and egress of personnel.
- b. The EOC will make proper notice via the media, C.B. radios or other means that equipment and manpower are to report to the area he designates. He may utilize one or all as the situation dictates. The following areas have been established as staging areas. From these areas aid, manpower and equipment can be dispatched.

1. Chevrolet Moraine parking lot adjacent to auditorium.
 2. K-Mart parking lot on Kettering Blvd.
 3. Harrison Radiator on Dryden Road at the north parking lot.
 4. Cooper Tire on Dryden Road.
 5. Frank Nicholas School on Vance Road.
 6. C. F. Holiday School on South Dixie Drive.
- c. Staging area supervisors shall be assigned by the EOC.

The supervisor shall have communication to the EOC. He will inventory equipment, manpower etc. at his staging area and keep the EOC informed of items and people available to him.

Article XIX Special Services

I. Miami Valley Disaster Services

Miami Valley Disaster Services is the organization charged with disaster services for Montgomery County. They are an arm of the Federal Government organized to assist in time of disaster either natural or man made. They have access to vast supplies of men and equipment including but not limited to boats, communications, heavy equipment, truck generators, portable hospital and other numerous life saving equipment.

Their office is located at 732 Watervalliet Avenue, Dayton, Ohio. The Director is Edwin R. Kavar.

The services of this unit who are specialist and experience in Disaster should be considered in all disaster situations.

II. Dayton Area Chapter of American Red Cross

The Red Cross is world known for aiding victims and assisting communities in times of disaster. They have enormous supplies of food, clothing, gloves, water, blankets, temporary shelter equipment, manpower and expertise in the field of aiding people and governments in need.

They have one 10 KW portable generator, which can be towed by a car. The unit is self contained with lights capable of lighting a large area.

Most of their disaster equipment is in their semi-trailer which also has a portable kitchen.

They also are a valuable asset in disasters.

Article XX
Laws pertaining to Emergencies

- 1. 307.7 Removal of parked vehicles from streets during an emergency**
- 2. 509.02 Failure to disperse**
- 3. 509.05 Misconduct at an emergency**
- 4. 509.06 Inducing Panic**
- 5. 509.08 Riot Control, Authority of the Mayor**
- 6. 509.10 Disturbing the Peace**
- 7. 509.12 Obstructing use of public property**
- 8. 526.06 Failure to aid Law Enforcement Officer**
- 9. 526.07 Obstructing Official Business**

A T T A C H M E N T C
KETTERING NEIGHBORHOOD NOTIFICATION PLAN

August 6, 1990

KETTERING NEIGHBORHOOD NOTIFICATION PLAN

CARDINGTON ROAD LANDFILL

INTRODUCTION

During the fall of 1990 exploratory drilling will take place at the Cardington Rd. landfill in Moraine, Ohio. The landfill is on the western boundary of the City of Kettering, north of Dorothy Lane Boulevard and west of South Dixie Drive. The landfill is owned by a group of businesses known as the Cardington Road Coalition. This drilling has been ordered by the U.S. Environmental Protection Agency. The purpose of this drilling is to determine what chemicals exist near underground water.

All available engineering and scientific data indicate that there is no danger to residents in the area of the landfill during the drilling operation. Gases have been vented for several years in this area. This venting is done to improve the safety of the landfill and surrounding residences.

Drilling at the landfill site does not appear to be cause for alarm. Although data indicates no danger to the community during this operation, Kettering City officials feel that it is proper to

inform residents about available safeguards. The following information is provided only to remind residents of certain emergency procedures.

We intend to inform citizens of the drilling schedule and provide a recorded message, updated daily, on the drilling process. This service will be provided by the Cardington Road Coalition and the U.S. Environmental Protection Agency.

PREPARATION

This document is the Neighborhood Notification Plan for the Cardington Road landfill site. Included are suggestions for actions to be taken in the event of a serious accident at the site.

The geographic boundaries to be discussed are the area north of W. Dorothy Lane to the north corporation line, east to Far Hills Avenue and west to the west corporate limit. Southdale School and Kettering Convalescent Center are also included due to the number of occupants, their ages and the problem with a delay in transporting these occupants. The Carillon House and Wee Haven Children's Center are located within the geographic boundaries and are high risk occupancies because of the size of the building and special air handling features of the Carillon House, and the age and number of students at Wee Haven Children's Center.

PERSONAL PROTECTION

Dangerous chemicals sometimes escape into the air; these chemicals may threaten people's health. The release of dangerous chemicals can be from numerous sources. Whatever the reason or the source of the leak, the following steps should be taken to protect yourself and your family.

IN YOUR CAR

If you see a plume or unusual cloud, it may contain hazardous chemicals:

- * Close your windows to avoid breathing harmful fumes.
- * Turn off your ventilation system
- * Turn on your car radio, tune to a local radio station, and listen for emergency information.

AT HOME

You may hear an announcement over a public address system from a municipal vehicle on your street. If so, turn on your radio or TV tuned to a local station for further information and STAY OFF OF THE TELEPHONE. It only takes 20% more telephone calls over the normal load to disable the telephone system for an entire

community, including essential police, fire, and emergency medical calls.

When an incident involving dangerous chemicals occurs, there are two options available when action is taken to avoid exposure. They are indoor protection and evacuation. The following are suggestions to assist you in taking these steps.

INDOOR PROTECTION

You may be told to close air circulation systems. If so, here's what you should do:

- * Close all doors and windows.
- * Turn off your air conditioner or furnace. You may also be told to extinguish the pilot light on your water heater, furnace and gas stove. Pilot lights can ignite flammable gases. Find out now where and how to turn off these pilot lights and show all members of your family.
- * Turn off your clothes dryer.
- * Turn off all kitchen and bathroom ventilation fans.
- * If you have a fireplace, close the damper.

If you are told to block your doors and windows, place wet towels, sheets, or other large items at the bottoms of outside doors and windows.

EVACUATION

Reception Centers

1. The purpose of a reception center is to register evacuees and assign them to appropriate shelters.
2. Screening of evacuees (i.e., ill, aged, pets, etc.) will occur before assignment to shelter.

Initially the reception center will be located at the Kettering Recreation Center at 2900 Glengarry Dr. and will be managed by Kettering Parks and Recreation Department staff. The American Red Cross will be notified and will assume management of the reception center and establish and manage shelters.

Emergency Treatment of Casualties

A citizen may find himself administering first aid to a victim of a chemical accident or to himself. The treatment described in this section is limited to emergency procedures which anyone can

administer. The first-aid measures suggested lean heavily on the use of running water because it is available most anywhere and will remove chemicals by solution, dilution, and mechanical action. These measures cover four of the principal types of chemical threats to people: (1) Inhalation, (2) Skin Exposure, (3) Swallowing, and (4) Eye Exposure.

Inhalation

1. Remove the person(s) to an uncontaminated atmosphere. If the person(s) has been overcome, do not attempt a rescue without the protection of proper respiratory equipment, preferably some form of self-contained breathing apparatus. Remember, a gas mask does not protect against atmospheric oxygen deficiency, nor is it effective in high concentrations (2 percent volume is the usual limit) of chemical vapors. Remember also that even though a self-contained air supply mask is worn, injury can occur through exposed skin surfaces if the air contaminant is an irritant or can be absorbed through the skin.
2. Have the person(s) lie down and keep him warm. If breathing is difficult, a sitting position may be more comfortable. If unconscious, see that the tongue does not fall back and obstruct his breathing. If vomiting starts, turn on side or face downward to prevent inhaling vomited material.

3. If breathing has stopped, shout for help and start any effective means of artificial respiration. Continue until breathing is restored or a physician arrives to take charge.
An effective means of artificial respiration is one which the rescuer knows best how to perform. Mouth-to-mouth breathing is the most effective method now known. The back pressure-arm lift method is next most efficient. The Schafer prone-pressure method may also be used.
4. If breathing becomes difficult or color of the patient becomes blue-grey, check for an obstructed airway. If the airway is clear, oxygen may be given by face mask, but only by someone familiar with the use of the equipment and authorized to do so.
5. Call a physician as soon as possible or send someone to do this. Make sure the physician knows where he is needed and why he is needed.
6. Never leave an unconscious person unattended.
7. Never attempt to give an unconscious person anything by mouth.

Skin Exposure

1. Small exposures of the skin should be promptly flooded with water and followed by thorough, general scrubbing with soap and water.
2. Contaminated clothing should be removed and the underlying skin washed with running water followed by soap and water.
3. If large skin or clothing contact occurs, the person(s) should be hurried to the nearest shower and clothing removed while standing in the shower. The skin should be thoroughly washed with water in the shower followed by gentle scrubbing with soap and water.
4. Contaminated clothing should not be worn again until laundered.
5. A physician should see those cases which show skin effects from the exposure or in whom symptoms of systemic illness appear.

Swallowing

1. Cause the victim to vomit as quickly as possible. This may be done by having him drink a lot of water then sticking a finger

down his throat. Another effective means of causing vomiting is to drink a glass of warm water in which a tablespoon of salt has been dissolved. CAUTION: If strong caustic chemicals have been swallowed, vomiting may rupture damaged tissue. Never give an unconscious person anything by mouth.

2. Call a physician at once.
3. Keep the victim lying down and keep him warm and comfortable.

Eye Exposure

1. Take the victim immediately to the nearest water fountain or other source of clean running water.
2. Spread the lids with the fingers and allow the water to flood the eye.
3. Roll the eye about so that the water may contact all eye surfaces.
4. Continue such emergency washing for 15 minutes.
5. Take the victim to a first-aid station or to a physician as soon as possible after the emergency washing period is completed.

NOTIFICATION TO THE PUBLIC

Notification to the public will be made using the following methods:

1. Utilization of the Emergency Broadcast System will provide information to local radio and TV stations. Announcements will be made describing the emergency that exists and the action or actions to be taken by individuals in a designated geographical area.
2. Utilization of the "Emergency Audio Override System." This system will permit us to make immediate announcements to all Continental Cablevision subscribers who have their TV sets turned on. These announcements will describe the emergency that exists and the action or actions to be taken by individuals in a designated area.
3. Use of Emergency Vehicles P.A. System. Emergency vehicles (police and fire department vehicles) will be given a geographical area to drive through and, using the vehicle's Public Address system, make announcements that an emergency situation exists and what action the citizens should take.

4. All Target Occupancies will be notified individually by fire department personnel.
5. Reasonable attempts will be made to notify all effected residents and businesses west of S. Dixie Dr. in the city limits individually by fire and police crews.

The following are sample messages which may be released on the Emergency Broadcast System.

EBS - MESSAGE #1

This sample message has been included for optional use should rumors or inaccurate news releases occur.

NO ACTION NECESSARY - ANNOUNCEMENT

The following emergency bulletin has been released by the Miami Valley Emergency Management Authority (MVEMA).

"THE (ordering authority) HAS ANNOUNCED THAT AN EMERGENCY PRESENTLY EXISTS AT _____. AT THIS TIME NO PROTECTIVE ACTIONS ARE NECESSARY ON THAT PART OF THE PUBLIC. EMERGENCY MANAGEMENT AND HEALTH SERVICES OFFICIALS ARE ASSESSING THE SITUATION. FURTHER INFORMATION WILL BE PROVIDED THROUGH THIS STATION AS IT BECOMES AVAILABLE."

"ONCE AGAIN THERE IS NO IMMEDIATE RISK OF CHEMICAL EXPOSURE. STAY TUNED TO THIS STATION FOR FURTHER INFORMATION. AVOID USING TELEPHONES UNLESS YOU HAVE A REAL EMERGENCY."

EBS - MESSAGE #2

SHELTERING REQUIRED

The following emergency bulletin has been released by MVEMA.

"THE (ordering authority) HAS ANNOUNCED THAT AN EMERGENCY PRESENTLY EXISTS AT _____. PERSONS WHO LIVE OR WORK WITHIN THE AREA BOUND BY (road/street/other) ON THE NORTH; (road/street/other) ON THE EAST; (road/street/other) ON THE SOUTH AND (road/street/other) ON THE WEST; ARE ADVISED TO TAKE SHELTER. THIS MEANS GO INDOORS. PERSONS LIVING, WORKING, OR TRAVELING IN THE LOCATION OF _____ ARE AFFECTED BY THIS ADVISORY."

(Repeat the Above)

"WHEN TAKING SHELTER, YOU SHOULD:

1. CLOSE ALL WINDOWS AND DOORS AND REMAIN INDOORS.

2. TURN OFF ALL AIR-CONDITIONERS, HEATERS, FURNACES, FANS
 OR OTHER VENTILATION SYSTEMS WHICH DRAW AIR IN FROM THE
 OUTSIDE.
3. YOU SHOULD IF TOLD, EXTINGUISH THE PILOT LIGHT ON YOUR
 WATER HEATER AND GAS STOVE.
4. TURN OFF YOUR CLOTHES DRYER.
5. IF YOU HAVE A FIREPLACE, CLOSE THE DAMPER.

STAY TUNED TO THIS STATION FOR ANY FURTHER INFORMATION AND
INSTRUCTIONS."

(If School is in Session)

"IF SCHOOLS ARE IN SESSION, YOU ARE REQUESTED NOT TO TELEPHONE OR
GO TO THE SCHOOL YOUR CHILDREN ATTEND. THEY ARE SAFELY SHELTERED
AND WILL BE BUSED HOME WHEN IT IS SAFE TO DO SO."

"DO NOT TIE UP TELEPHONE LINES UNLESS YOU HAVE A REAL EMERGENCY."

"STAY TUNED TO THIS STATION FOR LATER INFORMATION AND
INSTRUCTIONS."

EBS - MESSAGE #3

EVACUATION ANNOUNCEMENT

The following emergency bulletin has been released by MVEMA.

"THE (ordering authority) HAS ANNOUNCED THAT A FULL EMERGENCY
CONDITION EXISTS AT _____ AND HAS
RECOMMENDED/ORDERED THE EVACUATION OF ALL PERSONS WHO LIVE OR WORK
WITHIN THE AREA BOUNDED BY (road/street/other) ON THE NORTH;
(road/street/other) ON THE EAST; (road/street/other) ON THE SOUTH
AND (road/street/other) ON THE WEST. PERSONS LIVING, WORKING, OR
TRAVELING IN THE AREA OF _____ ARE AFFECTED BY
THIS ADVISORY."

"PLAN TO BE AWAY FROM HOME A FEW HOURS OR A FEW DAYS DON'T
PANIC, BUT QUICKLY COLLECT A CHANGE OF CLOTHES
PERSONAL ITEMS NEEDED MEDICATION INFANT NEEDS . .
. . . MONEY AND IMPORTANT PAPERS TURN OFF ALL APPLIANCES .
. . . CLOSE WINDOWS AND LOCK DOORS MASS CARE SERVICES WILL
BE PROVIDED AT SHELTERS PROVIDE FOOD AND WATER FOR
ANIMALS/PETS IF YOU HAVE A DOG, CAT OR CAGED BIRD, TAKE IT
WITH YOU TO THE RED CROSS SHELTER, ARRANGEMENTS HAVE BEEN MADE WITH
THE MONTGOMERY AND GREENE COUNTY ANIMAL SHELTERS TO PICK UP, HOUSE
AND FEED PETS DURING THE EMERGENCY EVACUATION."

"IF SCHOOLS ARE IN SESSION, CHILDREN WILL BE BUSED TO SAFE LOCATIONS. (THESE LOCATIONS INCLUDE (name location)/OR THESE LOCATIONS WILL BE ANNOUNCED LATER). DO NOT TELEPHONE THE SCHOOL OR ATTEMPT TO PICK UP CHILDREN AT SCHOOLS. IT WILL CAUSE TRAFFIC CONGESTION AND ENDANGER CHILDREN AND DRIVERS ALIKE."

"LISTEN TO LOCAL RADIO/TV FOR MORE INFORMATION AND INSTRUCTIONS."

TRANSPORTATION

The majority of citizens will provide their own transportation to shelters. Transportation will be provided to those who require it utilizing RTA buses, City of Kettering Parks and Recreation buses and other city vehicles.

Transportation for the chronically ill, invalids and the severely handicapped will be provided using ambulance-type vehicles. Citizens requiring this service will call the fire department dispatcher at 293-2151.

SHELTERS

Shelters will be provided. The initial location to be utilized as a reception center will be the Kettering Recreation Center located at 2900 Glengarry Dr. This facility will be opened and initially managed by city Parks and Recreation staff. The American Red Cross

will be notified as early in the incident as possible, and when they arrive, they will assume management responsibilities of all sheltering needs.

TARGET OCCUPANCY #1

Southdale School
1200 W. Dorothy Lane

This building is a high priority because of its number of students and the fact that they will require constant supervision by teachers and other school staff members. The air handling system can be set up to ensure it will not pull in outside air. This can be accomplished by turning off an electric circuit breaker in a breaker box and can be performed by the custodian on duty without delay. In the event any action is necessary at the school, the maintenance department will be notified, and they will send supervisors and extra maintenance personnel to the school to assist in any way needed. If the school would need to be evacuated, students will be transported by bus (school and RTA if needed) to the Oakview Elementary School located at 4001 Ackerman Blvd. The students would initially occupy the bleachers located in the gym.

TARGET OCCUPANCY #2

Kettering Convalescent Center
1150 W. Dorothy Lane

The air handling system in the building can be set up to recirculate the intake air and not pull in outside air.

If the building would require evacuation, patients will be removed to area hospitals and a shelter depending on needs and the level of nursing care required.

TARGET OCCUPANCY #3

The Carillon House (high rise condominiums)
2230 Patterson Blvd.

This building's air handling system must be shut down completely. Once this has been completed, residents must keep outside doors and windows closed. The system can be shut down by the maintenance man on duty. If evacuation should be required, no special provisions should be required.

TARGET OCCUPANCY #4

Wee Haven Children's Center
2201 W. Schantz Avenue

The air handling system in the building can be shut down by employees on duty.

If the building would require evacuation, the students will be bused to a shelter. The on-duty staff will accompany the students to the shelter where parents can arrange for the pick-up of their children.

PREPARATION BY THE KETTERING FIRE DEPARTMENT

Prior to any work being performed at the landfill site meetings are required with the site supervisor, technical staff of HART Engineers Inc and safety officials from Kettering and Moraine.

These meetings must provide answers to the following:

1. Who is in charge at the site.

Name:

Address:

Phone Day:

Night:

2. Technical specialists working on site.

Name:

Phone Day:

Night:

Qualifications:

3. Type and quantity of monitoring equipment at the site.
4. What guidelines will be used to determine when concentrations reach a level when action will need to be initiated by people off site?
5. A public information phone line must be provided. This line must be in service prior to any drilling. The number will be published to the residents and businesses in the Southern Hills area. The line will be equipped with a taped message describing what work was performed that day and what work is scheduled for the following day. This message will be updated no later than 7 p.m. each and every day. Any change in planned operations must be added to the message prior to the work taking place.

The Fire Department will be conducting extra training sessions with all personnel. These sessions will consist of reviewing the entire emergency operations plan for this particular project and reviewing

our standard operating procedure for hazardous materials incidents in general. Included in this training will be site familiarization sessions with fire companies and hazardous materials team members.

The Kettering Fire Department may serve a dual role in the event of an emergency at the drilling site. It is possible that we will be called upon to provide Mutual Aid assistance at the scene to the Moraine Fire Department. Along with this response to assist Moraine, we will send crews to the perimeter of the site at our corporation line to monitor conditions that would require action to protect the citizens of Kettering.

If an emergency situation is encountered at the site, notification to KFD will be provided by the on-site HART Engineers Inc. supervisor or his designate. After notifying the Moraine Fire Department, notification to KFD will be made using phone lines and calling 293-2151. Information provided to the KFD dispatcher shall consist of the following:

1. Name of person calling.
2. Type of problem encountered.
3. Location of the problem.

4. Is there immediate danger to life or property in the City of Kettering?

When a call is received by the Kettering Fire Department from an official at the site, we will send a minimum response of 1 engine, 1 truck, 1 medic, KFD Hazardous Materials Unit, and 1 command officer, if available. This response is to be sent to the Kettering Corporation line along Lance Road, and contact will be established with the incident commander at the site. These crews will be prepared to take any actions necessary to protect lives and property in the City of Kettering and call for additional resources if needed. This response will be sent in addition to any apparatus or equipment that is requested by the Moraine Fire Department.

Initially we will rely on the technical expertise of HART Engineers Inc. at the site for advice on the need to avoid hazardous gases or other hazardous conditions that could affect the City of Kettering. If a true emergency exists, notification will be initiated by radio and TV. This will be accomplished by notifying the Miami Valley Emergency Management Authority. The Kettering Fire Department will activate the Cable TV Emergency Audio Override System.

Security and Traffic Control

The Kettering Police Department will provide security and traffic control for Kettering areas effected by an incident at the landfill site. Additional crews will be called in as deemed necessary by the scene supervisor after determining manpower needs and the scope of the incident. Depending on the extent of an incident responses will vary and may include any of the following.

- * Increased site patrol
- * Barricading of streets (by street division)
- * Foot patrol (with proper safety equipment)
- * Use of Special Response Team
- * Door to door contacts west of S. Dixie Dr.
- * Notification of residents by roving patrols
- * Assist Kettering Fire Department as needed